
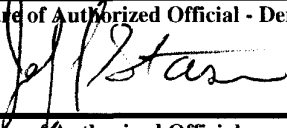
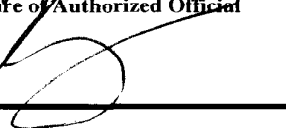
 Financial Assistance Award DENALI COMMISSION 510 "L" Street, Suite 410 Anchorage, Alaska 99501 (907) 271-1414 (phone) (907) 271-1415 (fax) www.denali.gov	Project Number	0088-DC-2003-T1																									
	Project Title	FY 03 Denali Training Fund																									
	Performance Period	May 15, 2003 thru June 30, 2008																									
	Recipient Name & Address State of Alaska Department of Labor and Workforce Development PO Box 21149 Juneau, AK 99802 Phone: (907) 269-4551																										
Authority 112 Stat 1854	CFDA Number 90.100																										
Denali Commission Finance Officer Certification																											
Cost Share Distribution Table <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Accounting Code</th> <th style="width: 25%;">Denali Commission</th> <th style="width: 25%;">Other Contributors</th> <th style="width: 25%;">Total</th> </tr> </thead> <tbody> <tr> <td>95670000</td> <td style="text-align: right;">\$ 2,500,000.00</td> <td></td> <td style="text-align: right;">\$2,500,000</td> </tr> <tr> <td>DOL In-kind Match</td> <td></td> <td style="text-align: right;">\$185,000</td> <td style="text-align: right;">\$185,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">\$0</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$2,500,000</td> <td style="text-align: right;">\$185,000</td> <td style="text-align: right;">\$2,685,000</td> </tr> </tbody> </table>				Accounting Code	Denali Commission	Other Contributors	Total	95670000	\$ 2,500,000.00		\$2,500,000	DOL In-kind Match		\$185,000	\$185,000				\$0				\$0	Total	\$2,500,000	\$185,000	\$2,685,000
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<p>This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in triplicate and constitutes an obligation of federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the third document. If not signed and returned without modification by the Recipient within 30 days of receipt, the Federal Co-Chair may unilaterally terminate this Award.</p> <p> <input checked="" type="checkbox"/> Special Award Conditions and Attachments <input type="checkbox"/> Line Item Budget <input checked="" type="checkbox"/> OMB Circular A-133, Audits of States, Local Governments and Indian Tribal Governments (www.whitehouse.gov/OMB/circulars/a133/a133.html) </p> <p>Administrative Requirements (check one)</p> <p> <input checked="" type="checkbox"/> 15 CFR 24, Uniform Admin Requirements for Grants/Cooperative Agreements to State and Local Governments (www.access.gpo.gov/nara/cfr/waisidx_99/15cfr24_99.html) <input type="checkbox"/> 15 CFR, Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations (www.access.gpo.gov/nara/cfr/waisidx_99/15cfr14_99.html) </p> <p>Cost Principles (check one)</p> <p> <input checked="" type="checkbox"/> OMB Circular A-87, Cost Principles for State and Local Governments and Indian Tribal Governments (www.whitehouse.gov/OMB/circulars/a087/a087-all.html) <input type="checkbox"/> OMB Circular A-122, Cost Principles for Nonprofit Organizations (www.whitehouse.gov/OMB/circulars/a122/a122.html) <input type="checkbox"/> OMB Circular A-21, Cost Principles for Educational Institutions (www.whitehouse.gov/OMB/circulars/a021/a021.html) <input type="checkbox"/> 48 CFR 31.2, Contracts with Commercial Organizations </p>																											
Signature of Authorized Official - Denali Commission 		Typed Name and Title Jeffrey B. Staser, Federal Co-Chair	Date 5/12/03																								
Signature of Authorized Official 		Typed Name and Title Greg O'Claray, Commissioner	Date 5/15/03																								

**AWARD CONDITIONS TO THE FINANCIAL ASSISTANCE AWARD
BETWEEN THE DENALI COMMISSION AND STATE OF ALASKA DEPARTMENT
OF LABOR AND WORKFORCE DEVELOPMENT
FOR THE DENALI TRAINING FUND**

MAY 2003

Project No. 0088-DC-2003-T1

1. Scope of Work

This document establishes the Scope of Work for the financial assistance award made by the Denali Commission (hereinafter referred to as the Commission) to the State of Alaska Department of Labor and Workforce Development (hereinafter referred to as the DOL).

The Denali Training Fund (hereinafter referred to as the Fund) will be used by the DOL to provide grants to Alaskan communities and organizations for training activities that complement infrastructure projects funded by the Commission in Alaska. Projects awarded under the Fund will primarily support projects involved in the Commission's themes of energy and health care infrastructure.

In managing the Fund, the DOL shall establish two general categories. One category shall be Denali Project Specific Training, and shall include projects that directly support the training and employment needs of Commission funded projects. The second category will be the Community Builders Program, which includes providing assistance for training and employment needs for infrastructure projects that are related in skill or geographic region to Denali Commission projects. In making awards to sub-recipients, the DOL will give priority to applications received under the Denali Project Specific Training category.

The DOL will, at a minimum, undertake the activities described in the following sections for the implementation and administration of the Fund.

- The DOL will continue providing appropriate financial assistance documents and forms to be used in distributing money from the Fund to sub-recipients.
- The DOL will continue to provide appropriate notice of the availability of the Fund and will establish procedures by which organizations may apply for a financial assistance award. This will include the establishment of appropriate criteria for determining whether or not an entity is eligible for assistance and whether or not the assistance should be provided.
- In making awards from the Fund, the DOL will notify the Commission Project Officer of the intent to award to all sub-recipients. Notices of award will be issued after notification to the Project Officer unless otherwise notified by the Project Officer.
- In making awards from the Fund that exceed \$150,000 in total amount, DOL will notify the Commission Project Officer of the intent to award. The Commission Project will

gain approval from the Denali Commission Training Subcommittee members before an award in excess of \$150,000 can be made by DOL.

- On a quarterly basis and possibly more often as applications warrant or circumstances related to seasonal construction warrant, the DOL will receive and review financial assistance applications and will make awards of funds.
- The DOL will negotiate appropriate terms and conditions of the financial assistance awards with the successful applicants. This shall include a performance based financial assistance award that establishes milestones that must be met for funding. The DOL is directed to deny funding requests on any award recipient that does not meet milestones and/or expectations. Awards also shall include specification of the scope of work, project budget, timeframes, and performance measure. The DOL and the successful applicants will execute Agreements in a timely manner. The DOL will, as necessary or as requested, negotiate and execute amendments to the grant scope of work, timeframes and expected outcomes. Any increases in grant budget amounts require approval of the Denali Commission Training Subcommittee (through the Denali Commission Project Officer) if the increase would put the project over \$150,000 in total funding.
- Periodic progress and financial reports on the use of the funds will be required by the DOL for all sub-recipients. The DOL will receive, review and approve the reports. This information will be provided to the Commission by DOL through the use of the Denali Commission Project Database.
- The DOL will monitor the progress of the various sub-recipients through general oversight activities. The DOL will also monitor the success of various sub-recipients through DOL established outcome measures for each financial assistance sub-recipient. This may also include on-site review and evaluation of the sub-recipient. Additionally, the DOL, to the extent possible, will coordinate with other Denali Commission funded organizations to seek their assistance in sub-recipient oversight and evaluation.
- In consultation with the Denali Commission, the DOL will establish expected outcomes and performance standards for the various projects. In addition, the DOL shall maintain a Management Information System to track the training and employment outcomes. The performance measurements may include the following:
 - the percent of former participants who have a job one year after leaving the training program;
 - the median wage of former participants seven to 12 months after leaving the training;
 - the percentage of former participants who were employed after leaving the training program who received training under the program that was related to their jobs or somewhat related to their jobs seven to 12 months after leaving the training program.

- The DOL will close-out the agreements with sub-recipients within 90 days of their completion or, if necessary, when the sub-recipient's performance or other activities are contrary to the intended purposes of the award. The DOL will receive, review and approve final progress and financial reports. The DOL will return any unexpended and uncommitted award money to the Fund for future successful applicants.

2. *Award Performance Period*

The Award performance period is May 15, 2003 through June 30, 2008. This is the period during which Award recipients can incur obligations or costs against this Award.

3. *Direct and Indirect Costs*

BUDGET CATEGORY	Sub-Amount	Amount
DOL BUDGET		
Program Budget		
Personal Services	\$65,000	
Travel	In-kind Match	
Contractual	In-kind Match	
Supplies	In-kind Match	
Equipment	In-kind Match	
Sub-Total	\$65,000	
Administration Budget		
Personal Services	In-kind Match	
Travel	In-kind Match	
Contractual	In-kind Match	
Supplies	In-kind Match	
Equipment	In-kind Match	
Indirect Costs	In-kind Match	
Sub-Total	\$0	
DOL Sub-Total		\$65,000
DESIGNATED GRANTS		
Alaska Works Partnership	\$250,000	
Associated General Contractors of Alaska	\$250,000	
Designated Grant Sub-Total		\$500,000
DENALI TRAINING FUND BALANCE AVAILABLE TO APPLICANTS		\$1,935,000
TOTAL DENALI COMMISSION FINANCIAL ASSISTANCE AWARD		\$2,500,000

Personal Services

This includes funds for a full time Employment Security Analyst III position, who is directly responsible for administering and overseeing the Denali Training Fund. Personal Services which is being provided through in kind match by DOL also includes administrative support to the DTF through partial support of several Grants Administrators, an Accounting Technician I, and, an Administrative Clerk. Partial in kind match support is also provided to two positions who maintain the Management Information System. Some funds are also budgeted for supervisory oversight of these positions.

Travel

Travel expenses will be for conducting on-site technical assistance and monitoring as well as coordination activities.

Contractual

Contractual includes amounts budgeted for lease space, telephone, fax, equipment leases, and data processing support for the Employment Security Analyst and other DOL/AWIO staff. Some contractual funds are also budgeted for the production and printing of informational materials, such as an Annual Report and brochures. As required by state statute, some funds are also provided to the Alaska Human Resource Investment Council. Funds are also used to pay for a portion of the state's federal single audit.

Supplies (in-kind match)

This includes the cost of general office supplies for both programmatic and administrative activities.

Equipment (in-kind match)

This includes funds budgeted for a personal computer, a notebook computer and general office furniture.

Indirect Costs (in-kind match)

Indirect costs cover Administrative and the Division of Business Partnership as well as data processing support.

4. Budget and Program Revisions

The Administrative Circular 15 CFR 24 applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that DOL will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions.

5. Reporting

Five forms of project reporting are required under this Award, listed below.

The Commission reserves the right, at a future date, to direct DOL to provide the progress reports in electronic format for posting on the Commission web page.

- a. Continuous reporting to the Denali Commission will be accomplished by real - time continuous usage of the Denali Commission Project Database. The Commission will monitor the progress of training programs and results through the posting of information to the Project Database by DOL.
- b. A final Financial Status Report (Standard Form 269 – www.whitehouse.gov/OMB/grants/index.html#forms) shall be submitted to the Commission Project Officer within 90 days after the end of the Award Performance Period. If the Award Performance Period is longer than one year, or if the Agreement is revised to extend the Award Performance Period beyond one year, the recipient must submit a completed Standard Form 269 annually within 90 days after the end of each anniversary of the award date.
- c. Photographic documentation of project progress shall be provided and posted on the Denali Commission Project Database. A minimum of three photos shall be taken during training sessions showing the training participant(s), instructor(s), materials, equipment, tools being used and or other relevant items that are related to the training being conducted. Photos may be provided as photo quality, 3x5 prints with negative for each picture, and/or print quality electronic photos (digital images). A short description of the activity and names of those in the photos shall also be provided.

6. Payments

Payments under this Award will be made through the U.S. Department of Treasury's Automated Standard Application for Payment (ASAP) system. The ASAP system is the Commission's mechanism for requesting and delivering Federal funds to Award recipients. Your organization must be registered with the ASAP program in order to make draw downs. Please contact the Commission's Project Manager or Finance Manager for further information about registering with the ASAP program. Payments will be made in accordance with 15 CFR 24. **No interest will be accrued on these funds.**

7. Award Close Out

- a. The Award closeout must be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. The project closeout process includes the submission of both a final narrative report and financial status report. Recipient organizations must also request any remaining funds for expenditures under this award during this 90-day

period. Please refer to the Commission guidance for project closeout for additional details on the requirements. This is available by contacting the Commission office or the Project Manager.

- b. Acknowledgement of support: For all construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. The Award recipient shall display a sign that:
 - i. Has the Denali Commission logo displayed on the upper right-hand quadrant;
 - ii. States the following: "This project was financed by the Denali Commission and its partners (*list the name of the funding partners*)";
 - iii. Shows the logo of each partner in the lower right-hand quadrant.

The cost of this sign shall be paid out of the project funding received by the Award recipient from the Denali Commission. Final approval of signage material and placement of sign must be obtained from the Commission Project Manager.

8. Public Policy Laws and Assurances

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424b (non-construction projects) or SF 424d (construction projects). This form must also be signed by a certifying official of the organization. Some of the laws are highlighted below for your reference.

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

9. Project Officers & Contact Information

Denali Commission	State of Alaska Department of Labor and Workforce Development
Krag Johnsen Denali Commission	Gerry McDonagh Alaska Workforce Investment Office

510 L Street, Suite 410 Anchorage, AK 99501 Phone: (907) 271-1414 Fax (907) 271-1415 Kjohnsen@denali.gov	Business Partnership Division Department of Labor and Workforce Development State of Alaska 3301 Eagle Street, Suite 106 Anchorage, AK 99503-4188 Phone: (907) 269-4551 gerry_mcdonagh@labor.state.ak.us
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